



—————MEETING SUMMARY—————

*Public Health Auditorium
1601 East Hazelton Avenue
Stockton, CA 95205*

Thursday, June 12, 2003 – 7:00 a.m.

<<Approved>>

1. Commencement of Meeting

Roll Call: Commissioners de Polo, Dei Rossi, Gutierrez, Mitchell Snider and Fujii were present. A quorum was declared. Commissioner Adubofour arrived at 7:18 am. Commissioner Flenoy-Kelley was absent.

2. Program Coordinator's Report

The Program Coordinator handed out a Survey from Public Policy Institute of California to the Commissioners requesting that they complete it.

Highlights of the Program Coordinator Report included:

- Easter Calvit-Chandler will be leaving our staff in June. Acknowledgement was made of her accomplishments while working with the Commission.
- The Program Coordinator explained that the difference between the recommended funding amount to contractors and the actual contracted amount is due to changes made during the negotiation process (handout included in the Commission Packet).
- Scott Witmore, from CS&O, is out on personal leave but CS&O is providing technical assistance in his absence.
- Three schools have been selected by the State Commission (Wagner-Holt, Westwood and French Camp) to participate in a pilot of a hundred schools for additional research for school readiness evaluation results.
- Feed back was requested from the Commissioners on the type of information they would like to see in evaluation reports from Harder + Co. Next month there will be an agenda item to establish an ad hoc committee for this purpose.
- The California Children & Families Commission meeting will be looking at the potential for some match funds for access to health care.
- The Strategic Plan, as it pertains to Staff Roles and Commissioner Roles, is being reviewed by Commission staff to ensure that the work that staff is doing is in line with the plan.

Commendation was also given to Concilio staff for their quick responses during their contract negotiation process.

3. Motion on Consent Calendar

- a. Approve Meeting Summaries of May 8, 2003 and Special Meeting of May 22, 2003

- b. Approve Program Coordinators Recommendation to Extend Child Abuse Prevention Council for a Third Year of Funding
- c. Approve Childcare Retention Incentive (CRI) Conditional Application to State Commission for Matching Funds
- d. Waive Minor Technical Deficiencies for Child Care Initiative Proposals
- e. Approve Request for Application for the Bob Driscoll Mini-Grant and the Child Care Mini-Grant
- f. Approve Mini-Grant Funding Allocation Priority for Round 7 of the Mini-Grant Applications
- g. Rescind Approval of VIVO Mini Grant Application for the Gateway to Growth Plus Program

Consent Calendar item number 3c was withdrawn at program staff request and item number 3g was withdrawn for further discussion before a vote.

Motion to Approve Consent Calendar Items 3a, 3b, 3d, 3e, & 3f. (de Polo/Fujii 7-0 motion carries)

Item 3g - Rescind Approval of VIVO Mini Grant Application for the Gateway to Growth Plus Program.

The Program Coordinator clarified that even though the Commission approved the funding of this Mini-Grant Application at the April 17, 2003 Commission meeting, such approval is always pending scope of work negotiations and budget negotiations. During this process it was discovered that the Mini-Grant actually enhances the services already being provided in the Gateway to Growth program which is funded by First 5 San Joaquin, instead of serving additional clients. Investigation, conversations with VIVO and site review did not provide a clear picture of what services would be different so the request is not to fund the Mini-Grant.

Linda Hobson of VIVO stated that they believe the Mini-Grant application clearly states that the current high needs families are not getting enough extra services or not getting enough supportive services. Another issue that was discussed several times is that many services are provided by Gateway to Growth, the main grant, however it's not enough and staff are often working extra hours on their own time to provide the services the clients need.

Discussion included the acknowledgement by Ms. Hobson of VIVO that the existing Gateway to Growth grant does not provide enough funding so the Mini-Grant application, titled Gateway to Growth Plus, was submitted as a supplementary or expansion grant. The Commission has policies in place that do not allow the supplanting of funds and it was determined that the Mini-Grant may not be the best way to address the additional needs of the Gateway to Growth program.

Motion to Rescind Approval of VIVO Mini Grant Application for the Gateway to Growth Plus Program and Direct Program Coordinator to Bring Back a Recommendation as to Modification of the Existing Contract. (*Gutierrez/Adubofour; 7-0 motion carries*).

4. Committee Reports

- a. School Readiness - Commissioner Dei Rossi reported that the webcast conference held in May was a success. French Camps program will have a preschool at their site that is in conjunction with their Adult Education program, which serves as an example of partnering for school readiness. Taylor School reported to the Committee on their outreach program, pre-kindergarten health screening and Camp Key for students coming into kindergarten. Evaluation expectations and results were discussed with Pablo Stansberry from Harder + Co.
- b. Child Care - Dr. Adubofour reported that the committee is suspended until early next school year. It's anticipated that the issues that were being discussed by the committee will be addressed in the Child Care Initiative Request For Proposal. The issue of a Center of Excellence being perceived as building a new building was put to rest, the intent of the term was not to compete with existing centers of excellence but to further enhance the child care arena outside of the current Child Care Initiative. It was decided to call it the First 5 Comprehensive Learning Project instead, to avoid further confusion of the intent.

5. Approve the Children's Health Initiative with the Health Plan of San Joaquin
Dr. Sylvia Carlisle of Health Plan of San Joaquin provided an overview of the progress and potential of this initiative. It's believed that this program will fill a large gap in services for those that are ineligible for other health care coverage. It was clarified by the Program Coordinator that the request is for a million dollars a year for the next three years. Discussion included the question of sustainability of the program after the initial start up costs and how those funds are expected to be leveraged from local business, private donations, foundations and the potential for match funds coming from the state. A part of the start up phase will be the pursuit of this additional funding and the possible establishment of a non-profit 501c organization to facilitate the funding process. It was also noted that an oversight committee would be developed.

Motion to Approve the Children's Health Initiative with the Health Plan of San Joaquin (Fujii/Adubofour; 6-0, Commissioner Gutierrez was absent from the vote, motion carries).

6. Approve 2003/2004 Commission Budget
The Program Coordinator clarified that the budget reflects unallocated project funds and decisions will be made by the Commission in the future regarding those funds. Discussion included the information that the State Commission may also be providing some match funds for Universal Preschool and that this Commission budget is a separate document from what goes before the Board of Supervisors for County budget purposes.

Motion to Approve 2003/2004 Commission Budget (Mitchell/Fujii; 6-0 motion carries, Commissioner Gutierrez abstained from the vote).

7. Public Comments

Linda Hobson advised the Commissioners that VIVO had submitted their budget for Year 3 renewal and were asked to explain items in their budget. These revisions were made and she felt these revisions resolved the issue and she was surprised that Commission staff had made cuts of \$7,000 to their submitted budget and they didn't have time to negotiate that change. They would like to transfer some of the line item funds and were disappointed that these changes were made for them without time for negotiation.

Program Coordinator responded that these issues may be addressed in the previous motion for agenda item #3g for recommendations as to modification of the Gateway to Growth contract. There were concerns that the overhead percentage was too excessive, and these types of changes on budgetary expenditures is common and not exclusive to this particular contract. The Program Coordinator also clarified that these issues are related to fiscal oversight and not grant writing and assurance was made that technical assistance is offered throughout the process and the organization chooses whether or not to take advantage of that assistance.

Mike McGrew, of County Counsel, stated that these issues must be agendaized before any action can be taken. Comments can be made and questions may be asked but actual discussion needs to take place as an action item.

Commissioner Gutierrez encouraged organizations to submit their concerns to the Commission in a timely manner so appropriate attention can be given to the issue. He expressed confidence in Commission staff abilities and job performance and offered his personal availability via email if there is a communication problem that needs to circumvent the established system.

Frank Lucas of Evergreen Personal Improvement Center wanted to let the Commission know that Terry Mack, CEO Health Plan of San Joaquin, received an award as Executive of the Year at the Chamber of Commerce meeting and his wife Ginny received the Small Business Person of the Year award. He also shared that Evergreen has been included in a national project funded by the Center of Disease Control in prevention of smoking and health and the National Cancer Institute on smoking cessation.

8. Commissioner Comments

Dr. Adubofour made a formal request that he would like the Commission to create a policy that would allow Commission dollars be spent on food for people that come and participate in Commission business. The current policy allows for coffee and snacks but doesn't provide for full meals during the regular business of meetings.

The Program Coordinator offered to bring recommendations to the Commission that will balance out the acknowledgement of peoples time verses making good use of tax payer money and perceptions.

Commissioner Fujii asked if any of the Child Care RFP's passed on compliance items, the Program Coordinator advised there were some, and he stated he will not be able to attend the next scheduled Commission meeting.

Commissioner Dei Rossi thanked everyone involved in the Health Care initiative. He is very proud of the huge step the Commission has taken on this issue and he is looking forward to moving forward on the Universal Preschool issue.

Commissioner Gutierrez wanted the record to show that he is very supportive of the Health Care Initiative and that although he had to leave the room during the vote on the motion to approve, he votes aye.

9. Meeting was adjourned to **7:00 a.m., July 10, 2003 at Public Health Auditorium, 1601 E. Hazelton Ave., Stockton CA**